

# PASADENA AREA COMMUNITY COLLEGE DISTRICT PROFESSIONAL DEVELOPMENT STANDING COMMITTEE

MONDAY, NOVEMBER 10, 2016  
12:00 – 1:00 PM, C-218

## MINUTES

### In Attendance

Susan Bower, co-chair  
Leslie Tirapelle, acting co-chair  
Denise Albright  
Bakhtawar Bhadha  
Debra Cantarero  
Felisia Mitchell

### Absent

Brock Klein  
Julianna Mosier

### Open Appointments

Faculty Appointment  
Student Representative

- I. **Call to Order at 12:10 PM**
- II. **Public Comment on non-agenda items – none**
- III. **Approval of Minutes from meeting on October 17, 2016**
  1. Meeting minutes were approved.
- IV. **Information Items**
  1. Facilities Leadership and Team Building proposal
    - Facilities will be asked to firm up their ideas and present their request again to Classified Senate.
  2. Other items:
    - Faculty, Classified and Manager will all receive PD funding
    - Leslie will follow up on the PD Director position
- V. **For Discussion and Consultation**
  1. Annual PD survey
    - All agreed that a survey should be conducted every other year because accreditation goals need to be met.
    - Leslie will send out annual goals to committee members. Committee will determine how to approach each goal.
  2. Program Plan review
    - Program mission/goals - Leslie will send link to campus website, gather assessment data and close the loop.
  3. Annual Goals
    - Because of accreditation, all annual goals need to be outlined, posted and met.

4. Funding update

- This year, faculty coordinator reassigned time and stipends for coordinators for the New Faculty Seminar were paid out of the PD budget. Dr. Olivo covered funding for food with Equity funds.
- Leslie will make sure that paperwork for all PD requests move forward within 24 hours.
- It was suggested that PD funding requests from classified staff should be handled by a classified staff member that is currently a member in the PD Standing Committee.
- Develop a way to reevaluate conference request allotment for classified staff; possibly increase current amount of \$250 to \$500.
- Recommend reevaluation of PD funding to each constituent group. Classified to \$50K, faculty to \$85K and \$35K for management.

VI. **Next Meeting: Thursday, December 1, 12:00 pm – 1:00 pm**

VII. **Announcements – None**

VIII. **Adjournment – meeting adjourned at 1:00 pm.**